**CSULB - COLLEGE OF LIBERAL ARTS**

**RESEARCH, SCHOLARSHIP, AND CREATIVE ACTIVITY AWARDS (RSCA)**

**FOR (RE) ASSIGNED TIME (AT) - PROPOSAL GUIDELINES & CRITERIA**

**TEXT OF PROPOSAL**: Describe the proposed research, scholarly, or creative activity. The text of the proposal must be prepared using 12-point type and 1-inch margins and **may not exceed 1200 words** (begin text of proposal on the following page). The main body of the application should not include a bibliographic reference section or footnotes; in-text citations are allowed. Embedded images are acceptable, but they should not contain large sections of prose written as part of the application. Proposals should be clear and accessible to reviewers from disciplines across CLA. Clearly identify work that is peer-reviewed, scholarship of engagement, or creative activity in your proposal and faculty history.

**IMPORTANT:** **Please use the rubric headings below in organizing your proposal content. The weighting of each category in the evaluation process is indicated in the right-hand column.**

|  |  |
| --- | --- |
| **CRITERIA** | **WEIGHTED %** |
| **Description, background and significance of the proposed research, scholarly, or creative activity**.  Locate project relative to pertinent disciplinary, community, or creative domains. Summarize previous work on the topic and indicate the nature of its contribution to previous work in the area of scholarship, practice, or creative activities. Indicate whether the proposed work breaks new ground or is part of a larger or continuing project . Include purpose and hypotheses, if appropriate. | 40% |
| **Research design, methodology, and type of scholarly, applied, community-engaged or creative activity to be undertaken**.  Specify the project tasks and activities that will be completed during the semester in which RSCA will be taken and include timeline of activities. Include a detailed project design, methodology, or plan for proposed research, scholarly, or creative activity. In the case of collaborations, indicate what your contribution will be in concrete terms. | 30% |
| **Anticipated outcomes, goals, and impact of proposed project**.  Outcomes may include but are not limited to journal articles, scholarly book chapters, presentations, publication of creative writing, performances, and persuasive proposals to external agencies, among other RSCA activities. Outcomes may also include editing peer-reviewed collections or a special issue of an academic journal. Scholarly collaborations and partnerships with communities outside the university that result in non-traditional scholarly or creative products are also fundable (e.g., exhibits, development of digital tools, film projects, nonprofit reports, policy development, and program evaluations, among other activities). Goals include ongoing implications of this line of activity. | 10% |
| **Total possible weighted percentage from main body of proposal** | **80%** |

|  |  |
| --- | --- |
| **FACULTY HISTORY OVER THE LAST FIVE YEARS**  On **no more than three separate pages (1-inch margins, Times New Roman 12 pt. font)**, provide complete citations of your research, scholarly, and creative activity and funded grants for the past five years only. This includes the academic year in which the proposal is submitted, forthcoming work in that academic year, and the prior four academic years. **Separate headings should be provided for peer-reviewed publications, community-engaged research, creative activities, presentations, and other forms of scholarly activity. Co-authors must be acknowledged.**  Disclose all current and pending internal and external support for your scholarship. Including grants, fellowships, paid consulting work, among other types of funding. Outline how the work that RSCA AT will be used for differs from the work funded by other sources.  Previous RSCA awards and their outcomes during the 5-year period must also be listed. This portion of the Faculty History does not count against the 3-page limit and may be documented on an additional (4th) page.  If you have received a Research, Scholarly or Creative Activity Award or a Faculty Small Grant in the past five years, please state the type of award(s), title of project(s), and the semester/session(s) awarded. Describe the outcomes (i.e., papers submitted or published, exhibits, reports, etc.) for each award. If relevant, faculty may *voluntarily* include a 1-2 sentence statement that addresses gaps in research, scholarly, and creative activity in their faculty history, including, for example, leaves of absence, major administrative roles, significant life events, and changing publishing timelines that are beyond their control, among other relevant factors. If provided, information should be used by RSCA Committee members to contextualize perceived breaks in research. RSCA Committee members should also consider how lack of research support impacts faculty history to ensure equitable outcomes for those with access to fewer resources. | 20% |
| **Total possible weighted percentage from main body of proposal and faculty history** | **100%** |

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**RESEARCH, SCHOLARSHIP, AND CREATIVE ACTIVITY AWARDS (RSCA)**

**FOR (RE) ASSIGNED TIME (AT) – APPLICATION**

Submit application ELECTRONICALLY to ([**CLA-Awards-Faculty@csulb.edu**](mailto:CLA-Awards-Faculty@csulb.edu)) by:

**Friday, November 3, 2023, by 5pm.**

|  |  |
| --- | --- |
| 1. **NAME:** |  |
| 1. **DEPARTMENT/PROGRAM:** |  |
| 1. **ACADEMIC RANK:** | ☐ Full-Time Lecturer  ☐ Assistant Professor  ☐ Associate Professor  ☐ Professor |
| 1. **APPOINTMENT STATUS:** | ☐ Tenured  ☐ Tenure-Track Probationary – Probationary Year  ☐ Full Time Lecturer  ☐ FERP–Active Semester: ☐ Fall ☐ Spring ☐ AY |
| 1. **CSULB HIRE DATE:** | ☐ Fall ☐ Spring Year: |
| 1. **TITLE OF APPLICATION:** |  |

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**FOR (RE) ASSIGNED TIME (AT) – APPLICATION**

[**https://cla.csulb.edu/**](https://cla.csulb.edu/)

*According to the CLA RSCA Policy, candidates must limit the proposal description to 1,200 words total, the directions at the bottom of this form will explain how to indicate the mandatory total word count.*

Begin proposal by typing in the box below (review CLA RSCA Proposal Guidelines & Criteria Page-**1,200 word limit!):**

***MANDATORY WORD COUNT***

Insert Word Count Here (*Highlight ALL proposal text above and view word count at bottom left of screen. Include word count # (proposal cannot exceed 1,200 words*): \_\_\_\_\_\_\_

You can count the number of words in a selection or selections, rather than all of the words in a document. Select the text that you want to count. If you don't see the word count in the status bar, right-click the status bar, then and click Word Count. The status bar displays the number of words in the selection. For example, 49/434 means that the selection accounts for 49 words of the total number of words in the document, 434.



[***https://support.microsoft.com/en-us/office/show-word-count-3c9e6a11-a04d-43b4-977c-563a0e0d5da3***](https://support.microsoft.com/en-us/office/show-word-count-3c9e6a11-a04d-43b4-977c-563a0e0d5da3)

**FACULTY HISTORY OVER THE LAST FIVE YEARS: the academic year in which the proposal is submitted—including forthcoming work in that year—and the prior four academic years. (no more than 3 separate pages, 1 inch margins, Times New Roman 12 pt.)**

**Previous RSCA awards and their outcomes during the 5-year period must also be listed. This portion of the Faculty History does not count against the 3-page limit and may be documented on an additional (4th) page.**

Begin Faculty History by typing in the box below (review CLA RSCA Proposal Guidelines & Criteria Page):

**\*\*\*END OF APPLICATION\*\*\***